

#### LEXINGTON ARCHITECTURAL REVIEW BOARD

Thursday, March 4, 2021 at 4:30 P.M.
Distance Meeting held though ZOOM, Lexington City Hall, 300 E. Washington Street, Lexington, VA

#### **AGENDA**

- 1. CALL TO ORDER
  - A. statement of emergency and authority to proceed
- 2. APPROVAL OF AGENDA
- 3. APPROVAL OF MINUTES:
  - A. February 18, 2021 Minutes\*
- 4. NEW BUSINESS:
  - A. COA 2021-04: an application by Lori Turner for a Certificate of Appropriateness for improvements at 6 W. Washington Street, Tax Map # 23-1-202, owned by Woodson Sadler.
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision
  - B. COA 2021-05: an application by Frank Kalesnik for a Certificate of Appropriateness for improvements at 20 W. Washington Street, Tax Map #23-1-66, owned by Jane C. Balfor.
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision
  - C. COA 2021-06: an application by Catherine McSwain for a Certificate of Appropriateness for new signs at 14 W. Washington Street, Tax Map #23-1-69, owned by Robert and Diane Von Greichten.
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision
- 5. OTHER BUSINESS
- 6. ADJOURN

\*indicates attachment

#### Lexington Architectural Review Board Thursday, February 18, 2021 – 4:30 p.m. Live Zoom E-meeting Lexington City Hall MINUTES

**Architectural Review Board:** City Staff:

Present: C. Alexander, Chair Arne Glaeser, Planning Director

R. LeBlanc, Vice-Chair Bonnie Tombarge, Administrative Assistant

A. Bartenstein

E. Teaff J. Goyette

#### **CALL TO ORDER**

A. Glaeser called the meeting to order at 4:30 p.m. He opened with a statement saying that the due to the COVID-19 pandemic, the City is taking measures to limit attendance at public meetings. The Lexington City Council had approved an emergency ordinance allowing for public meetings to be held through real-time, electronic means. The meeting and packet were available on the City's website, the meeting is broadcasted to the City's Facebook page and the recording will be posted to Youtube the following day.

#### **AGENDA:**

Agenda was approved unanimously (A. Bartenstein/R. LeBlanc).

#### **MINUTES:**

Meeting minutes from February 4, 2021 were approved unanimously with a clarification by C. Alexander (E. Teaff/A. Bartenstein).

#### CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA:

None.

#### **NEW BUSINESS:**

- A. COA 2021-03: an application by Courtney Cabiness for a Certificate of Appropriateness for improvements to 22 W. Nelson Street, Tax Map # 23-1-89, owned by 22 WN LLC.
  - 1) Staff Report This is an application to approve a Certificate of Appropriateness (COA) for two window signs on either side of the front door to the property. This is a resubmission of these two signs. The lightning bolt design was changed to match the bolt used by both the wall sign and door sign. It is a single purple outline. There was a review of the parts of the application approved at the last meeting.
  - 2) Applicant Statement None
  - 3) Public Comment None
  - 4) Board Discussion & Decision R. LeBlanc questioned if this impacted the fenestration. A. Bartenstein said that the lightning bolts will be mostly translucent, so they may not be as bright as the photo implies. C. Alexander said she preferred the new design to the previous one. **E. Teaff moved to approve the lightning bolts**

2021-2-18 ARB Minutes Page 1 of 2

#### and A. Bartenstein seconded and the motion passed unanimously (5/0).

#### **OTHER BUSINESS:**

C.Alexander opened discussion of if the Board should have regulations concerning frosted window film. The Board agreed that while frosted window film is something to consider in an application, they don't feel a need to have strict regulations on it.

#### **ADJOURN:**

The meeting adjourned unanimously at 4:55p.m. (R. LeBlanc/J. Goyette).

C. Alexander, Chair Architectural Review Board

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Project Name Exterior Improvements for Community Foundation

**Property Location** 6 East Washington Street

**Zoning** C-1 Commercial/ Historic District

Owner/Applicant Woodson Sadler/Lori Turner

#### **OVERVIEW OF REQUEST**

This is an application to approve a Certificate of Appropriateness (COA) for an exterior improvement at 6 East Washington Street. The improvement will consist of the installation of a replacement awning over the front entry door. The awning will be 75 inches wide, 24 inches high, and project out 40 inches from the building. It will have a simple metal frame with hooks for mounting to the building and the fabric cover is Forest Green Beige Natural Fancy. The fabric has stripes of green, beige, and brown.



#### **ARB** Considerations

Section 420-8.5.A. (Historic Downtown Preservation District) requires a Certificate of appropriateness. No improvement, structural or otherwise, in the Historic Downtown Preservation District shall be located, constructed, reconstructed, altered, repaired or demolished unless a permit therefor is issued by the Zoning Administrator. No such permit shall be issued unless a certificate of appropriateness is issued for such purpose by the Architectural Board and unless the location, construction, reconstruction, alteration, repair or demolition thereof otherwise complies with the requirements of the Building Code and other ordinances and laws applicable and relating thereto.

Section 420-8.6.B. (Historic Downtown Preservation District) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

- 1. The historical or architectural value and significance of the building or structure and its relationship to or congruity with the historic value of the land, place or area in the Historic Downtown Preservation District upon which it is proposed to be located, constructed, reconstructed, altered or repaired.
- 2. The appropriateness of the exterior architectural features of such building or structure to such land, place or area and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Historic Downtown Preservation District and environs.
- 3. The general exterior design, arrangement, textures, materials, planting and color proposed to be used in the location, construction, alteration or repair of the building, structure or improvement and the types of window, exterior doors, lights, landscaping and parking viewed from a public street, public way or other public place and their relationship to or congruity with the other factors to be considered by the Board under this section.
- 4. Any applicable provisions of the city's design guidelines.

The Board shall take all of the above factors into consideration when considering the application. The Board shall not necessarily consider detailed designs, interior arrangement or features of a building or structure which are not subject to public view from a public street, public way or other public place and shall not impose any requirements except for the purpose of preventing developments incongruous with the historic aspects of the surroundings and the Historic Downtown Preservation District.

#### **Staff Recommendation**

Staff finds the proposed improvements meet the zoning criteria.



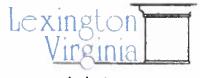
Planning & Development Department P.O. Box 922

300 East Washington Street

Lexington, Virginia 24450 Phone: (540) 462-3704 Fax: (540) 463-5310

## **APPLICATION FOR CERTIFICATE OF APPROPRIATENESS – HISTORIC DISTRICT**

Applicant <sup>1</sup>				
Name: Lori Turner	Phone: <u>540-414-2674 or 540-463-0943</u>			
Company: Community Foundation	_Fax:			
Address: 7 East Washington Street	Email: lori.turner@cfrba.org			
Applicant's Signature: Luris	Date: 2/10/2021			
Property Owner				
Name: Woodson Sadler	_Phone: 540-463-0943			
Address: 7 East Washington Street	Email: lorwood@embargmail.com			
Owner's Signature: Market L	Date: 2/10/2021			
Architect/Designer	V			
Name: Donelle De With	Phone: 540 460 2045			
Company: DDGA & 1	_Fax:			
Address: 94 Little Houseln., Lex				
Administration				
Application is hereby made to the Lexington Architectural Review Board for a Certificate of Appropriateness (COA) to make repairs, alterations, or improvements in the Historic District in accordance with Chapter 28, Article XVII and Article XVIII of the Lexington City Code.				
This document shall constitute a valid COA upon its completion and execution by the Chairperson or Acting Chairperson of the Architectural Review Board. The recipient of a COA is responsible for obtaining any and all other certificates and permits required by the Code of the City of Lexington through the Office of the Planning and Development Administrator.				
1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.				



#### Planning & Development Department

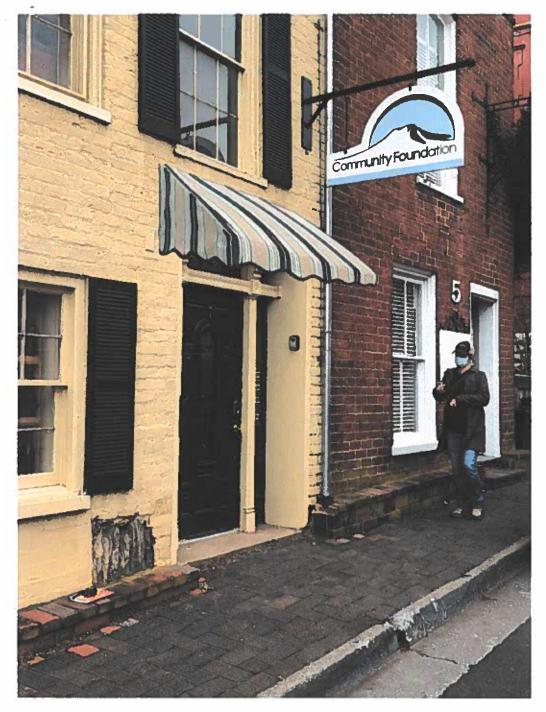
P.O. Box 922

300 East Washington Street

Lexington, Virginia 24450 Phone: (540) 462-3704 Fax: (540) 463-5310

### www.lexingtonva.gov

Proposal Information <sup>2</sup> (attach list of properties if request includes multiple properties)					
Address (or location description): 6 East Washington St. Lax					
Tax Map: 23-1-202 Deed Book and Page #: 224/134					
Acreage: 0.0564 Zoning (attach any existing conditions or proffers):					
Property Doing Business As:					
Historical Name of Building: The Lorwood Building					
Approximate Age of Building: Applicant seeking Federal Tax Credit: Tyes No					
2. Any application deemed incomplete by staff will not be accepted.					
Alteration Description (complete a City Sign Permit Application for sign alterations)					
I. Please check action(s) for which this COA is requested:					
Remodeling or renovation of the exterior of a building New awning					
☐ Total restoration of the exterior of a building					
Removal of any architectural element					
☐ Painting of any building exterior					
☐ Cleaning of wall surfaces or architectural elements					
☐ Repair of all surfaces or architectural elements					
<ul> <li>Any removal, alternation, repair, or construction of amenities such as fences or walls</li> </ul>					
☐ Demolition of part or all of an existing building					
☐ Moving a building (complete Part III)					
☐ Construction of a new building (complete Part III)					
☐ Construction of any addition to an existing building (complete Part III)					
II. For ALL projects, please attach the following:					
Photographs or drawings from the site showing adjoining structures, streets, and sidewalks					
☑ Scale drawings of the improvements					
☑ Detailed drawings of significant decorative or architectural elements					
<ul> <li>Indication of exterior lighting adequate to determine its character and impact on the public and adjoining properties</li> </ul>					
☐ Samples of exterior materials and paint colors to be used					
III. For NEW CONSTRUCTION, please provide the above attachments in addition to the following:					
☐ Dimensions, orientation, and acreage of each lot or plot to be built upon					
☐ Layout of the project and its relation to surrounding structures					
Location of points of entry and exit for motor vehicles and internal vehicular circulation					
pattern and parking facilities					
$\square$ The size, shape, and location of existing and proposed construction on the parcel					
$\square$ Location of walls, fences, and railings, and the indication of their height and the materials of					
their construction					



Community
Foundation
for
Rockbridge,
Bath and
Alleghany

Lori Turner

#### Prepared by



#### Linear Frontage = ?

#### 75"W x 40" projecting x 24"H

**Polyester Cotton Blend** 

Fabric pattern name: "Forest Green Beige Natural Fancy"

Simple metal frame with hooks on the storefront for mounting.

To be manufactured and installed by Sunnyside Awning Company, Roanoke, VA



Lexington, VA Historic Downtown Preservation District COA COA 2021-05 20 West Washington Street Signs

**Project Name** New Signs for 20 W. Washington Street

**Property Location** 20 West Washington Street

**Zoning** C-1 (Commercial District (Central Business)) and Historic

Downtown Preservation District

Owner/Applicant Jane C. Balfor/Frank Kalesnik

#### **OVERVIEW OF REQUEST**

This is an application to approve a Certificate of Appropriateness (COA) for a new projecting sign, window sign, and door sign at 20 West Washington Street.



20 W. Washington Street existing conditions

The proposed projecting sign will be 7.5 square feet, 40 inches wide and 27 inches high. It will be made of 19mm expanded PVC with digitally printed decals. It will have black lettering on an ivory background with an image of books on the first line. The window and door signs will both be vinyl adhesive signs. The window signs will be 3.93 square feet (55 inches wide and 10.3 inches high). It will be the name of the business, The Historian's Books, in ivory letters. The door will have two signs, one that is the name of the business and one that is the address and phone number. The larger sign will be 1.66 square feet (20 inches wide and 12 inches high) and also contain the name of the business. The smaller sign will be 0.54 square feet (20 inches wide and 3.9 inches high).

#### **ARB Considerations**

Section 420-8.5.A. (Historic Downtown Preservation District) requires a Certificate of appropriateness. No improvement, structural or otherwise, in the Historic Downtown Preservation District shall be located, constructed, reconstructed, altered, repaired or demolished unless a permit therefor is issued by the Zoning Administrator. No such permit shall be issued unless a certificate of appropriateness is issued for such purpose by the Architectural Board and unless the location, construction, reconstruction, alteration, repair or demolition thereof otherwise complies with the requirements of the Building Code and other ordinances and laws applicable and relating thereto.

Section 420-8.6.B. (Historic Downtown Preservation District) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

- 1. The historical or architectural value and significance of the building or structure and its relationship to or congruity with the historic value of the land, place or area in the Historic Downtown Preservation District upon which it is proposed to be located, constructed, reconstructed, altered or repaired.
- 2. The appropriateness of the exterior architectural features of such building or structure to such land, place or area and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Historic Downtown Preservation District and environs.
- 3. The general exterior design, arrangement, textures, materials, planting and color proposed to be used in the location, construction, alteration or repair of the building, structure or improvement and the types of window, exterior doors, lights, landscaping and parking viewed from a public street, public way or other public place and their relationship to or congruity with the other factors to be considered by the Board under this section.
- 4. Any applicable provisions of the city's design guidelines.

Section 420-8.10. (Historic Downtown Preservation District) states that the Board shall prescribe the character, type, color and materials used in the erection, posting, display or maintenance of signs permitted in the Historic Downtown Preservation District, and, in so doing, the Board shall give due consideration to the purposes of such signs and require that they be in harmony with the exterior general design, arrangement, textures, materials, color and use of the building or structure on or at which they are erected, posted, displayed or maintained and congruous with the purposes and objectives declared in 420-8.1, without defeating the purpose for which such signs are intended.

The Board shall take all of the above factors into consideration when considering the application. The Board shall not necessarily consider detailed designs, interior arrangement or features of a building or structure which are not subject to public view from a public street, public way or other public place and shall not impose any requirements except for the purpose of preventing developments incongruous with the historic aspects of the surroundings and the Historic Downtown Preservation District.

#### **Staff Recommendation**

Staff finds the proposed improvements meet the zoning criteria.



## Planning & Development Department P.O. Box 922

300 East Washington Street Lexington, Virginia 24450 Phone: (540) 462-3704 Fax: (540) 463-5310

### **SIGN PERMIT APPLICATION**

Applicant <sup>1</sup>				
Name: FRONK KALESWIC Phone: (ECC (406) 403-8062				
Company: The Historia 's Books LC Fax:				
Address: 20 west washington St. Apt   Email: Frank. Kalcsnik@gmail. Cit				
Applicant's Signature: Date: Date: Date:				
Property Owner				
Name: Rober Jane C. Ballor Phone: 804.282-0155 Richmond W 23233				
Address: 10005 Cedar Sted Count Email:				
Owner's Signature: now 13 Shul layent Date: 2/12/21				
Sign Contractor				
Name: Name: SHOY60 2045				
Company: DDGA & T Fax:				
Address: 94 Little Hows Ln., Lox Email: donelle 888@mac.com				
Proposal Information <sup>2</sup>				
Address (or location description): 20 W. Washington, Lex				
Tax Map: 23-1-66 Deed Book and Page #: 36				
Acreage: O.Ol 62 Zoning (attach any existing conditions or proffers):				
Property Doing Business As:				
Overlay District:				
Historic (requires Architectural Review Board review and approval)				
Entrance Corridor (requires Planning Commission review and approval)				
None (requires Planning and Development Department review and approval only)				
<ol> <li>Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.</li> <li>Any application deemed incomplete by staff will not be accepted.</li> </ol>				

<sup>\*</sup>Fees Non Refundable

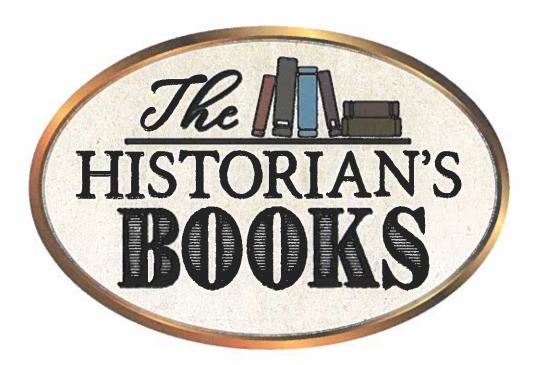


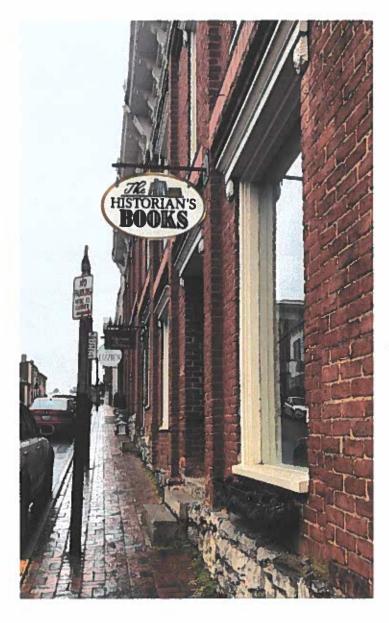
www.lexingtonva.gov

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Sign Information					
<u>Si</u>	ign Type	Square Feet	<u>Width</u>	<u>Height</u>	
Sign 1 Proje	ecting	7.5 <sup>n</sup>	40"	_27"_	
Sign 2 Front	wirdow	3.90	<u>55"</u>	10.3"	
Sign 3 door	vinyl	1.6 <sup>0</sup> - 0.5 <sup>0</sup>	20" 20"	13.911	
Street Frontage (	width) of business	space in feet 14'			
Street Frontage (	width) of building	in feet <u>14 '</u>			
Are other signs currently displayed on the same building?   Yes   No					
If "Yes", please provide the size of each existing building sign that is to remain.					
Width Height					
Width Height					
If a projecting sign, clearance from sidewalk: $\frac{2}{8}$ feet					
What materials will be used? 19 mm expanded PVC with					
digitally printed secals, won adhesive-bushed impl					
Will the sign be illuminated?   Yes   No   white					
Please attach a sk	etch of sign(s) an	d samples showing the	e following:		
<ul> <li>Dimension</li> </ul>	ns of sign				
• Lettering :	style and size				
How color	rs will be used				
Photo showing building and adjoining structures					
Exact wording layout of sign					
Paint sam	ples				
Style of bracket, stand, and/or awning					





# The Historian's Books

Frank Kalesnik

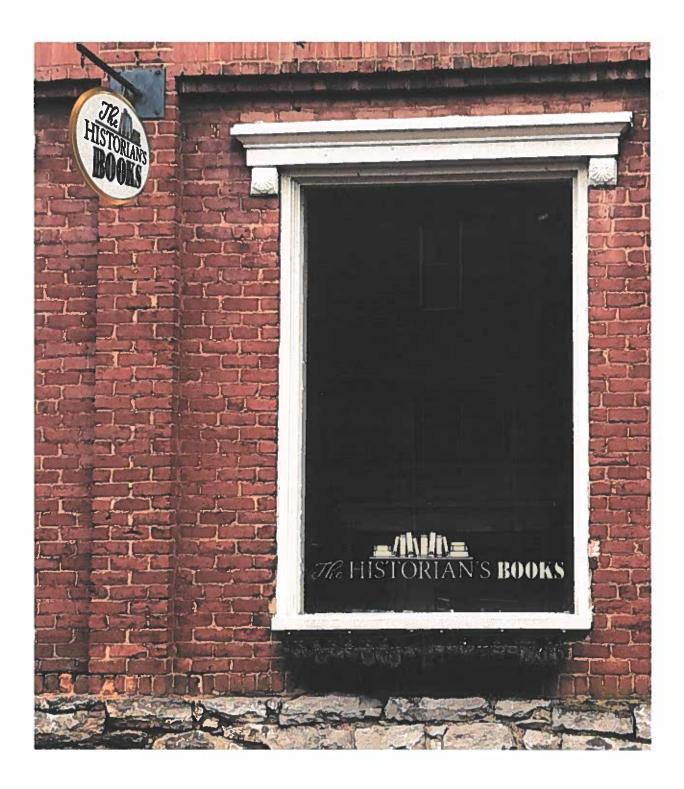
Linear Frontage = 14'

40" x 27" x 19mm (7.5 sq. ft.) double-sided, expanded PVC, laminated digital decals applied both sides.

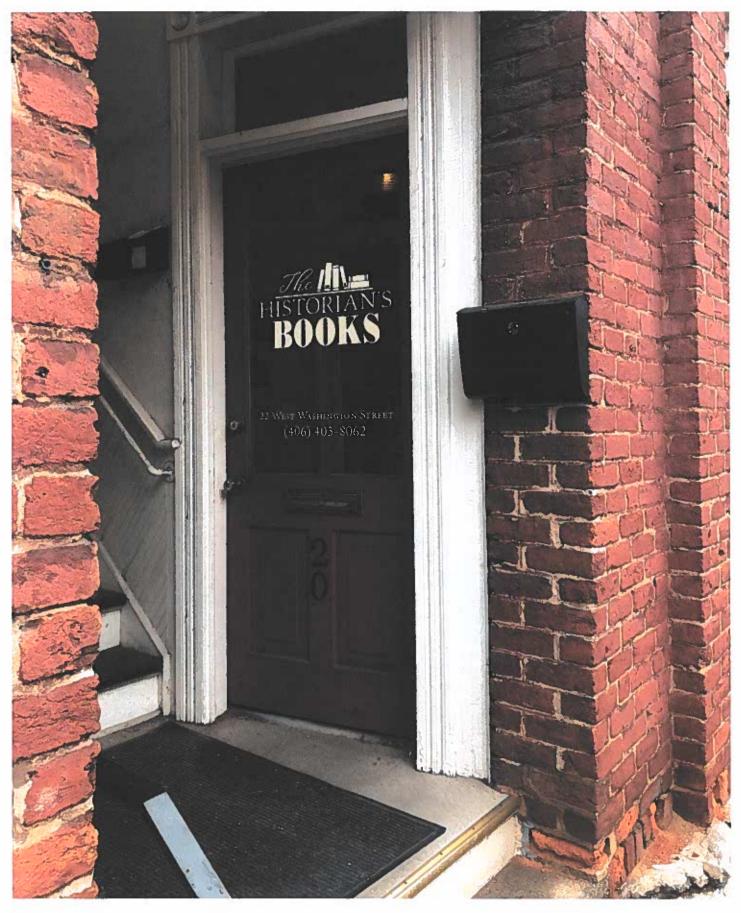
**Existing Bracket in place** 

#### Prepared by

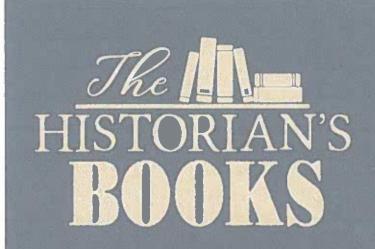




Window dimensions: 59.5" x 95" Graphic dimensions: 55" x 10.3"



Door Window dimensions: 25"x 41.5" Logo dims: 20"x 12" | Address & Ph# dims: 20"x 3.9" (phone number will be a local number)



22 West Washington Street (406) 403-8062



**Project Name** New Signs for 14 W. Washington Street

**Property Location** 14 West Washington Street

**Zoning** C-1 (Commercial District (Central Business)) and Historic

Downtown Preservation District

Owner/Applicant Robert & Diane VonGreichten/Catherine McSwain

#### **OVERVIEW OF REQUEST**

This is an application to approve a Certificate of Appropriateness (COA) for a new projecting sign, window sign, and door sign at 14 West Washington Street.



14 W. Washington Street existing conditions

The proposed projecting sign will be 6.4 square feet (46 inches wide and 20 inches high). It will be made of expanded PVC with vinyl decals. It will have gold lettering of the business name on a navy blue background. The bracket will be a 50 inch triangle truss sign bracket in a textured black powdered coat finish. The window and door signs will both be vinyl adhesive signs in gold. The window signs will be in three of the window panes. The center window will have the word CLOVER at 3.25 square feet (39 inches wide by 12 inches high). The window on the left of center will have BOUTIQUE slightly lower down at 0.56 square feet (27.2 inches by 3 inches). The window to the right of center will have LEXINGTON at 0.66 square feet (31.8 inches wide by 3 inches) on the same level as the word BOUTIQUE. The door will have the word CLOVER at 1.17 square feet (23.5 inches wide by 7.15 inches high).

#### **ARB Considerations**

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Section 420-8.6.B. (Historic Downtown Preservation District) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

- 1. The historical or architectural value and significance of the building or structure and its relationship to or congruity with the historic value of the land, place or area in the Historic Downtown Preservation District upon which it is proposed to be located, constructed, reconstructed, altered or repaired.
- 2. The appropriateness of the exterior architectural features of such building or structure to such land, place or area and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Historic Downtown Preservation District and environs.
- 3. The general exterior design, arrangement, textures, materials, planting and color proposed to be used in the location, construction, alteration or repair of the building, structure or improvement and the types of window, exterior doors, lights, landscaping and parking viewed from a public street, public way or other public place and their relationship to or congruity with the other factors to be considered by the Board under this section.
- 4. Any applicable provisions of the city's design guidelines.

Section 420-8.10. (Historic Downtown Preservation District) states that the Board shall prescribe the character, type, color and materials used in the erection, posting, display or maintenance of signs permitted in the Historic Downtown Preservation District, and, in so doing, the Board shall give due consideration to the purposes of such signs and require that they be in harmony with the exterior general design, arrangement, textures, materials, color and use of the building or structure on or at which they are erected, posted, displayed or maintained and congruous with the purposes and objectives declared in 420-8.1, without defeating the purpose for which such signs are intended.

The Board shall take all of the above factors into consideration when considering the application. The Board shall not necessarily consider detailed designs, interior arrangement or features of a building or structure which are not subject to public view from a public street, public way or other public place and shall not impose any requirements except for the purpose of preventing developments incongruous with the historic aspects of the surroundings and the Historic Downtown Preservation District.

#### **Staff Recommendation**

Staff finds the proposed improvements meet the zoning criteria.



**Planning & Development Department** 

P.O. Box 922

300 East Washington Street

Lexington, Virginia 24450 Phone: (540) 462-3704 Fax: (540) 463-5310

## **SIGN PERMIT APPLICATION**

Applicant <sup>1</sup>			
Name: CATTERINE MOSUATIN Phone: 404 234 6584			
Company: MGM FINDRY LLC Fax:			
Address: 4 W WASTINGTON Email: Catemaswain@gnail.a			
Address: 4 W WASTINGTON Email: Catsmcswain@gnail.co  Applicant's Signature: MeliuMSMin Date: 2/18/21			
Property Owner			
Name: Robert & Diane VonGreichten Phone: 714-300-9162			
Address: 339 E. Palmyra Ave. Orange CA 9286 Von gerichten @earthlink.			
Owner's Signature: David Stull (Property manager) (Bit) Date: 2-19-21			
Sign Contractor			
Name: Donelle De With Phone: 540 460 2045			
Company: DDGA & T Fax:			
Address: 94 Little House Ln., Lox Email: donelle888@Mac.com			
Proposal Information <sup>2</sup>			
Address (or location description): 14 W. Washington			
Tax Map: Deed Book and Page #:			
Acreage: Zoning (attach any existing conditions or proffers):			
Property Doing Business As:			
Overlay District:			
☐ Historic (requires Architectural Review Board review and approval)			
☐ Entrance Corridor (requires Planning Commission review and approval)			
☐ None (requires Planning and Development Department review and approval only)			
<ol> <li>Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.</li> <li>Any application deemed incomplete by staff will not be accepted.</li> </ol>			

<sup>\*</sup>Fees Non Refundable



# Planning & Development Department P.O. Box 922

300 East Washington Street Lexington, Virginia 24450 Phone: (540) 462-3704 Fax: (540) 463-5310

Cian In	formation					
Sign in	formation					
	Sign Type	Square Feet	<u>Width</u>	<u>Height</u>		
Sign 1	Projecting linulan Hacs	6.40	46"	20"		
Sign 2	inylon Glass					
Sign 3						
Street Froi	ntage (width) of busines	s space in feet	35'			
Street Froi	ntage (width) of building	g in feet35 /				
Are other signs currently displayed on the same building?						
If "Yes", pl	ease provide the size of	each existing building	g sign that is to remain.			
Wie	dth	Height				
Wie	dth	Height				
If a project	If a projecting sign, clearance from sidewalk:feet					
What mate	erials will be used?	spanded &	OVC 4			
adhesive-backed laminated vinil						
Will the sign be illuminated?						
Please attach a sketch of sign(s) and samples showing the following:						
Dimensions of sign						
Lettering style and size						
How colors will be used						
Photo showing building and adjoining structures						
Exact wording layout of sign						
Paint samples						
• Styl	Style of bracket, stand, and/or awning					



# laminated vinyl applied both sides. Navy Blue and Metallic Gold. New Bracket - See page 2 **VINYL ON GLASS:** Metallic Gold adhesive-backed vinyl on outside surface - See page 3 CLOVER Prepared by Donelle DeWitt Graphic Arts & Illustration, LLC A Local Professional Design Studio Logo Design, Desktop Publishing, Signs, Banners & more Cell: 540-460-2045 donelle888@mac.com OVER

## **CLOVER BOUTIQUE LEXINGTON**

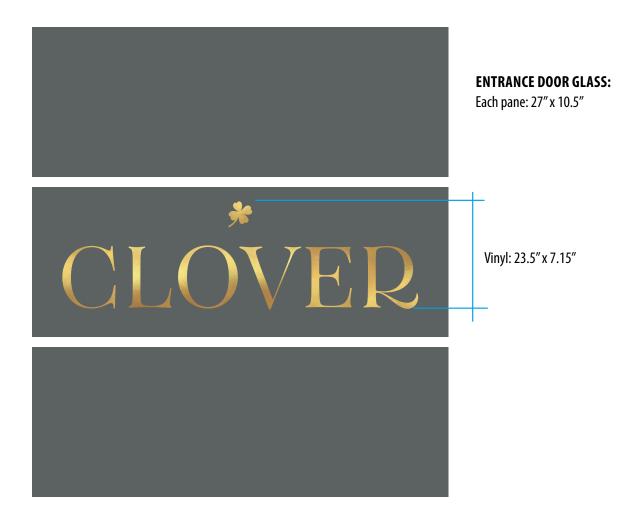
Catherine McSwain

Linear Frontage = 35'

#### **PROJECTING SIGN:**

46" x 20" x 19mm (6.4 sq. ft.)

double-sided, expanded PVC,



#### **DISPLAY GLASS:** Each pane: 74" tall



Vinyl: 27.2" x 3" Vinyl: 39" x 12" Vinyl: 31.8" x 3"

